

# NOTICE OF REGULAR MEETING

## CITY COUNCIL

DATE	TIME	PLACE
JANUARY 5, 2016	Immediately following Municipal Authority Meeting	COUNCIL CHAMBERS

### **AMENDED AGENDA**

1. Call to Order
2. Roll Call
3. Comments from the Audience
4. Consent Agenda
  - a. Minutes Approval

City Council - Regular Meeting - Dec 15, 2015 6:30 PM
  - b. Receive and Acknowledge Receipt of Claims List
5. Consider discuss and vote to rescind the Disaster Emergency Proclamation of December 27, 2015. And/or take any other appropriate actions. - *Add-On*
6. Consider discuss and vote to use funds from the Emergency Fund to purchase a generator for an amount not to exceed \$150,000.00 and/or take any other appropriate actions. - *Add-On*
7. Consider, Discuss and Vote to Approve a Contract Between the Altus Municipal Authority, the City of Altus, and HCCCo, LLC, of Tulsa, Oklahoma, for the Water Treatment Plant Improvements Phase II, Altus Bid No. 18030, or Take Any Other Appropriate Action.
8. Consider, Discuss and Vote to Approve Resolution No. 2016-\_\_\_ Appointing Billy Perkins, General Manager for HCCCo, LLC, of Tulsa, Oklahoma as Purchasing Agent for the Water Treatment Plant Improvements, Phase II, Altus Bid No. 18030 Project, or Take Any Other Appropriate Action.
9. Consider, Discuss and Vote to Approve Change Order #1 for AIP Project 3-40-0002-014-2015 to “Install Perimeter Fencing and Gates – Phase II” Reducing the Final Contract Amount Between the City of Altus and Quality Fence Company, Inc. in the Amount of \$7,700.37.

10. Consider, Discuss and Vote to Approve Resolution No. 2016-\_\_\_Encouraging Congress to Continue the Tax-Exempt Status of All Municipal Bonds, Authorize Execution and Forwarding to MESO for Distribution to Members of the Oklahoma Congressional Delegation.

11. Vote to go into Executive Session

EXECUTIVE SESSION ITEMS:

12. Discuss in Executive Session the Appraisal of Real Property, the Value of Leased Groundwater, Paragraphs 3.2, 5.1 of the 2015 Round Timber Groundwater Lease Agreement Between Leonard Keith Spears and Sherry K. Spears and the City and Paragraphs 2.1 - 2.3 of Exhibit B to Said Groundwater Lease, and in Open Session, Vote to Take Any Appropriate Action, as Specifically Authorized by Section 307 (B)(3) Title 25 O.S.A.

- 13. Consider Any Motions and Votes Relating to the Executive Session Item(S).

14. Review, discuss and possible action on other new business, if any, which has arisen since the posting of the agenda and which could not have been reasonably foreseen prior to posting of the agenda. (25 O.S.A. Section 3 -111 (9))

15. Mayor's Appointments

16. City Manager's comments and reports (discussion only)

17. City Council's member's comments and reports

18. Mayor's comments and reports

19. Adjourn

Next Resolution No. 2016-01

Next Ordinance No. 2016-01

The City of Altus encourages participation from all of its citizens. If participation at any public meeting is not possible due to a disability, notification to the Mayor's office at least 48 hours prior to the scheduled meeting is encouraged to make the necessary accommodations. The City may waive the 48 hour rule if signing is not the necessary accommodation. Call 481-2202 to make the necessary arrangements. We will accommodate you anytime and in every way possible. Just call and let us know your needs.

To be completed by person filing notice:

NAME: Debbie Davis  
TITLE: City Clerk  
ADDRESS: 509 S. Main  
Altus, OK 73521  
PHONE: (580) 481-2216

Filed in the office of the City Clerk/Treasurer at \_\_\_\_\_ a.m./p.m. on \_\_\_\_\_.

Signed: \_\_\_\_\_  
Clerk/Deputy Clerk

**ALTUS CITY COUNCIL MEETING  
MINUTES  
DECEMBER 15, 2015**

**1. CALL TO ORDER**

The City Council of Altus, Jackson County met in regular session Tuesday, December 15, 2015 at 7:41 p.m. in the City Council Chambers of City Hall. Notice of the agenda was duly filed and posted in the office of the City Clerk, December 11, 2015 at 4:46 p.m.

Mayor Smiley called the meeting to order at 7:41 p.m.

**2. ROLL CALL**

**Members Present:** Chris Riffle, Kevin McAuliffe, Jon Kidwell, Perry Shelton, Dwayne Martin, Doyle Jencks, Jason Winters, Rick Henry

**Absent:** None

**Others Present:** David Fuqua, Matt Wojnowski, Jan Neufeld, Catherine Coke, Debbie Davis, Johnny Barron, Donita Beers, Linda Walker, Sharon Sutton, Ken Pike, Tim Murphy, Dennis & Angie Murphy, Barbara Burleson, Lloyd Colston, Phillip Beauchamp, Kyle Davis, Mike Villareal, Tracy Sullivan, Pricilla Nondorff, Freddy Perez, Gene Leister, Steve Caesar, Dick Chapman, Henry Hartsell and other public.

**3. COMMENTS FROM THE AUDIENCE**

None

**4. CONSENT AGENDA**

**A. APPROVE MINUTES FOR ALTUS CITY COUNCIL MEETING ON DECEMBER 15, 2015.**

**B. RECEIVE AND ACKNOWLEDGE RECEIPT OF CLAIMS LIST**

**C. ACKNOWLEDGE MONTHLY REPORTS, NOTICES AND MINUTES AS FOLLOWS:**

**1. City & School Pool Report (Sept & Oct)**

**2. Main Street Altus (November 19, 2015)**

Minutes Acceptance: Minutes of Dec 15, 2015 6:30 PM (Minutes Approval)

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOVER:</b>	Perry Shelton, Councilman
<b>SECONDER:</b>	Jon Kidwell, Councilman
<b>AYES:</b>	Henry, Shelton, Martin, Jencks, Winters, Kidwell, McAuliffe, Riffle, Smiley

**5. INFORMATIONAL PRESENTATION ON THE GOVERNMENT FINANCE OFFICERS ASSOCIATION (GFOA) BUDGET AWARD PROCESS AND HOW IT WILL AFFECT ALTUS' FY 2016-17 BUDGET PROCESS BY ASSISTANT CITY MANAGER MATT WOJNOWSKI**

Matt Wojnowski, Assistant City Manager, updated information dealing with the GFOA Budget Award process.

<b>RESULT:</b>	<b>INFORMATION ONLY</b>
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**6. CONSIDER, DISCUSS AND VOTE TO APPROVE ORDINANCE NO. 2015-31 AMENDING THE ALTUS CODE TO REFLECT THE CURRENT CHARGED FEES, INSERTING THE MONTHS FOR BASKETBALL AND FOOTBALL, AND REVISING SECTION 21-2(A) AND (C) TO ADD CHEERLEADING (\$25) AND INCREASING FEES FOR FOOTBALL, USE OF THE SWIMMING POOL AND WATER SLIDES INCLUDING A PRIVATE PARTY IN THE EVENING AT THE SWIMMING POOL, OR VOTE TO TAKE ANY OTHER APPROPRIATE ACTION.**

This item presented by Catherine Coke, City Attorney

This is to approve Ordinance No. 2015-31 amending the Altus Code to reflect the Current Charged Fees, for Basketball, Football and Revising Section 21-2(A) & (C) to add Cheer leading and to increase fees for football, swimming , and water slides including private parties.

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOVER:</b>	Rick Henry, Councilman
<b>SECONDER:</b>	Chris Riffle, Councilman
<b>AYES:</b>	Henry, Shelton, Martin, Jencks, Winters, Kidwell, McAuliffe, Riffle, Smiley

**7. CONSIDER, DISCUSS AND VOTE TO APPROVE RESOLUTION NO. 2015-\_\_ ACCEPTING A GIFT FROM WISDOM'S CALL, LLC FOR CERTAIN REAL PROPERTY COMMONLY KNOWN AS 418 E CYPRESS, ALTUS, OK**

This item presented by Barbara Burleson, Planning Director

Resolution No. 2015-43 approved with a 6-3 vote. It was to accept a gift from Wisdom's Call, LLC. for property located at 418 E. Cypress. This is a program with SWODA with a CDBG grant to pay half and the City of Altus to pay half.

<b>RESULT:</b>	<b>APPROVED [6 TO 2]</b>
<b>MOVER:</b>	Dwayne E. Martin, Councilman
<b>SECONDER:</b>	Perry Shelton, Councilman
<b>AYES:</b>	Shelton, Martin, Kidwell, McAuliffe, Riffle, Smiley
<b>NAYS:</b>	Henry, Jencks
<b>ABSTAIN:</b>	Winters

**8. CONSIDER, DISCUSS AND VOTE TO APPROVE CONTRACTS FOR CONSTRUCTION MANAGER SERVICES BY AND BETWEEN THE CITY OF ALTUS, OKLAHOMA AND JOE D. HALL AS CONSTRUCTION MANAGER FOR BOTH THE ALTUS SENIOR ACTIVITY CENTER AND THE ALTUS FIRE RESCUE - CENTRAL FIRE STATION OR TAKE ANY OTHER APPROPRIATE ACTION.**

This item presented by Phillip Beauchamp, Engineering Technician

A contract for Construction Manager Services by Joe D. Hall was approved for both the Altus Senior Activity Center and the Altus Fire Rescue - Central Fire Station.

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOVER:</b>	Perry Shelton, Councilman
<b>SECONDER:</b>	Rick Henry, Councilman
<b>AYES:</b>	Henry, Shelton, Martin, Jencks, Winters, Kidwell, McAuliffe, Riffle, Smiley

**9. CONSIDER, DISCUSS AND VOTE TO APPROVE AN AGREEMENT WITH THE OKLAHOMA TAX COMMISSION (OTC) FOR ADMINISTRATION OF THE SALES AND USE TAX ORDINANCES OF THE CITY OF ALTUS AND AN AGREEMENT TO ENGAGE IN COMPLIANCE ACTIVITIES BY THE CITY OF ALTUS AND/OR TAKE ANY OTHER APPROPRIATE ACTION**

This item presented by Jan Neufeld, CFO

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOVER:</b>	Chris Riffle, Councilman
<b>SECONDER:</b>	Kevin McAuliffe, Councilman
<b>AYES:</b>	Henry, Shelton, Martin, Jencks, Winters, Kidwell, McAuliffe, Riffle, Smiley

**10. REVIEW, DISCUSS AND POSSIBLE ACTION ON OTHER NEW BUSINESS, IF ANY, WHICH HAS ARISEN SINCE THE POSTING OF THE AGENDA AND WHICH COULD NOT HAVE BEEN REASONABLY FORESOON PRIOR TO POSTING OF THE AGENDA. (25 O.S.A. SECTION 3 -111 (9))**

None

**11. ADJOURN 8:55 P.M.**

Item No. \_\_\_\_\_

Date: January 5, 2016

## **AGENDA ITEM COMMENTARY**

**ITEM TITLE:** Receive and Acknowledge Receipt of Claims List

**INITIATOR:** Cindy Young, Purchasing Tech.

**STAFF INFORMATION SOURCE:** Cindy Young, Purchasing Tech.

**STAFF RECOMMENDATION:** Stated Council Action



City of

**ALTUS**

Altus, OKLAHOMA 73521 - (580) 477-1950

A PROUD HERITAGE

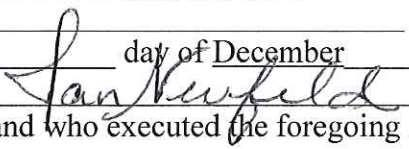
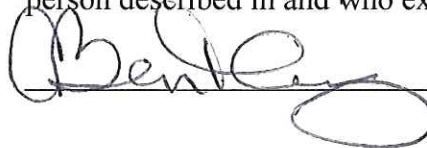
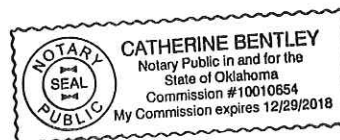
A PROMISING FUTURE TO SHARE!

MAYOR  
JACK SMILEYCITY MANAGER  
DAVID FUQUACOUNCIL  
Doyle Jencks  
Rick Henry  
Chris Riffle  
Jason Winters  
Perry Shelton  
Kevin McAuliffe  
Dwayne Martin  
Jon Kidwell

December 30, 2015

To the Honorable Mayor and Members of the City Council  
City of Altus, Oklahoma

I hereby certify that the amount of this encumbrance has been entered against the designated appropriation accounts and that this encumbrance is within the authorized available balance of said appropriation.

Dated this 30th day of December, 2015.
  
 Jan Neufeld  
 Chief Financial Officer
State of OklahomaCounty of JacksonOn this 30th day of December, 2015 before me personally appeared , to me known to be the person described in and who executed the foregoing instrument.
 My Commission Expires: 12/29/2018




FUND: 01 - GENERAL FUND (01)

SUMMARY REPORT

4.b.a

P.O.#	VENDOR #	NAME	SUMMARY DESCRIPTION	DATE	INVOICE	AMOUNT
DEPARTMENT: 02 ADMINISTRATIVE SERVICES						
16-1193	01-01340	ALTUS TIMES LEGALS	ADVERTISE FOR RFP	12/2015	201512081171	52.36
16-1585	01-12080	LEE OFFICE EQUIPMENT, INC.	COPIER USAGE	12/2015	90997	240.98
DEPARTMENT TOTAL:						293.34
DEPARTMENT: 04 LAW						
16-1534	01-043285	OKLAHOMA BAR ASSOCIATION	ANNUAL DUES	12/2015	201512081178	275.00
16-1535	01-23080	WEST GROUP	LIBRARY PLAN CHARGES	12/2015	832893025	484.52
DEPARTMENT TOTAL:						759.52
DEPARTMENT: 07 POLICE-TRAFFIC DIVISION						
16-1346	01-045104	ELITE AUTOMOTIVE SERVICES	FIX PAINT ON UNITS	11/2015	20130527-001-1	2,175.00
DEPARTMENT TOTAL:						2,175.00
DEPARTMENT: 08 POLICE-DETECTIVE DIV						
16-1548	01-042974	ENTERSECT, LLC	MONTHLY SERVICE	12/2015	1115EP31265	79.00
DEPARTMENT TOTAL:						79.00
DEPARTMENT: 09 POLICE ADMINISTRATION						
16-0868	01-04126	DOBBS & BRINKMAN, INC	NOTARY	11/2015	27801	25.00
16-1550	01-041291	OKLAHOMA DPS FINANCE DIVI	MONTHLY FEE	12/2015	041607632	350.00
16-1530	01-042930	OSBI, DBA	ODIS SOFTWARE	12/2015	15-005895-S	500.00
16-1583	01-043166	REYES ELECTRIC, L.L.C.	BRAKER BOX	12/2015	201512102670	100.00
16-1166	01-045088	STANARD & ASSOCIATES INC	POLICE TEST BOOKS FOR NEW	11/2015	SA000030018	1,005.00
DEPARTMENT TOTAL:						1,980.00
DEPARTMENT: 10 POLICE-ANIMAL CONTROL						
16-1547	01-02139	FISHER, LAWRENCE E.	UNIFORMS	12/2015	18669	81.00
16-1541	01-042515	WESTERN PRAIRIE VET HOSP.	13 EUTHANASIA	12/2015	114053	416.00
DEPARTMENT TOTAL:						497.00

Attachment: CITY CLAIMS LIST (1151 : Claims List)

FUND: 01 - GENERAL FUND (01)

SUMMARY REPORT

4.b.a

P.O.#	VENDOR #	NAME	SUMMARY DESCRIPTION	DATE	INVOICE	AMOUNT
DEPARTMENT: 11 FIRE DEPARTMENT						
16-1472	01-041267	CASCO FIRE	HELMET	12/2015	162948	211.00
DEPARTMENT TOTAL:						211.00
DEPARTMENT: 15 BLDG MAINT						
16-1587	01-01490	CENTERPOINT ENERGY RESOURCENATURAL GAS		12/2015	201512091180	192.12
16-1386	01-043437	JAYMAR PLUMBING	DOC CENTER	11/2015	6581	125.00
DEPARTMENT TOTAL:						317.12
DEPARTMENT: 17 PARKS/REC ADMINISTRATION						
16-1586	01-12080	LEE OFFICE EQUIPMENT, INC.	DECEMBER RENTAL LEASE	12/2015	E142	140.00
DEPARTMENT TOTAL:						140.00
DEPARTMENT: 20 PLANNING DEPARTMENT						
16-1425	01-01340	ALTUS TIMES LEGALS	BOA15-13	11/2015	201512081169	41.50
DEPARTMENT TOTAL:						41.50
DEPARTMENT: 24 RECREATION						
16-1576	01-041825	CABLE ONE	INTERNET SERVICE	12/2015	201512091179	63.00
DEPARTMENT TOTAL:						63.00
DEPARTMENT: 29 INFORMATION SYSTEMS						
16-1580	01-044778	ACCELA	Accela December	12/2015	INV-ACC16282	1,245.40
16-1600	01-044778	ACCELA	November Accela	12/2015	INV-ACC-15772	1,245.00
16-1408	01-044935	RFIP, INC	4 CAMERA LICENSES	11/2015	6120	460.00
16-1582	01-045122	E TECH SOLUTIONS	Certificate Help	12/2015	14418	125.00
16-1532	01-09028	TYLER TECHNOLOGIES-INCODE	DACuCorp	12/2015	025-140281	369.86
DEPARTMENT TOTAL:						3,445.26

Attachment: CITY CLAIMS LIST (1151 : Claims List)

FUND: 01 - GENERAL FUND (01)

SUMMARY REPORT

4.b.a

P.O.#	VENDOR #	NAME	SUMMARY DESCRIPTION	DATE	INVOICE	AMOUNT
DEPARTMENT: 32 POOL						
16-1445	01-20135	THOMPSON POOLS OF ALTUS,	INPUMP REPAIR	12/2015	47574	221.90
DEPARTMENT TOTAL:						221.90
DEPARTMENT: 33 FINANCE DEPARTMENT						
16-1561	01-043146	STANDLEY SYSTEMS	COPIER LEASE	12/2015	INV561209	208.82
16-1543	01-043454	ADVANTAGE OFFICE PRODUCTS,	OFFICE SUPPLIES	12/2015	0243965-001	116.95
16-1544	01-12080	LEE OFFICE EQUIPMENT, INC.	COPY PAPER	12/2015	227643	127.80
DEPARTMENT TOTAL:						453.57
DEPARTMENT: 34 PERSONNEL DEPARTMENT						
16-1557	01-045039	CANNON FINANCIAL INC.	COPY MACHINE RENTAL	12/2015	15531956	141.51
DEPARTMENT TOTAL:						141.51
DEPARTMENT: 38 CITY CLERK-TREASURER						
16-1295	01-01340	ALTUS TIMES LEGALS	PUBLISH ORDINANCES	11/2015	201512081170	171.15
16-1443	01-01340	ALTUS TIMES LEGALS	ORDINANCES	11/2015	201512081168	265.55
DEPARTMENT TOTAL:						436.70
DEPARTMENT: 41 PUBLIC GOLF COURSE						
16-1587	01-01490	CENTERPOINT ENERGY RESOURCEN	NATURAL GAS	12/2015	201512091180	107.78
16-1552	01-044345	JUSTICE GOLF CAR CO. INC.	OGOLF CART	12/2015	184686	931.78
16-1584	01-044345	JUSTICE GOLF CAR CO. INC.	OGOLF CAR LEASES	12/2015	186722	1,330.00
DEPARTMENT TOTAL:						2,369.56
FUND TOTAL:						13,624.98

Attachment: CITY CLAIMS LIST (1151 : Claims List)

FUND: 03 - WORKERS COMP FUND (03)

SUMMARY REPORT

4.b.a

P.O.#	VENDOR #	NAME	SUMMARY DESCRIPTION	DATE	INVOICE	AMOUNT
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DEPARTMENT: 02 WORKMANS COMP

16-1539	01-02310	BUNKER HILL PHARMACY, INC.	W/C PRESCRIPTIONS	12/2015	201512081177	129.38
16-1571	01-044990	INTEGRIS MEDICAL GROUP	W/C DOCTORS APT	12/2015	201512081173	88.74

DEPARTMENT TOTAL: 218.12

FUND TOTAL: 218.12

Attachment: CITY CLAIMS LIST (1151 : Claims List)

FUND: 10 - ALTUS RECREATION FUND

SUMMARY REPORT

4.b.a

P.O.#	VENDOR #	NAME	SUMMARY DESCRIPTION	DATE	INVOICE	AMOUNT
DEPARTMENT: 02 ADMINISTRATION						
16-1359	01-044393	DR. PERPPER	GIRLS BASKETBALL	11/2015	197785	1,263.75
16-1573	01-044393	DR. PERPPER	BASKETBALL CONCESSION	12/2015	197791	311.25
16-1574	01-044476	MGW ENTERPRISE, LLC	GIRLS BASKETBALL	12/2015	930681396	6,272.00
16-1575	01-044678	SWO BALLERS	CONCESSION COMMISION	12/2015	201512081175	688.68
DEPARTMENT TOTAL:						8,535.68
FUND TOTAL:						8,535.68

Attachment: CITY CLAIMS LIST (1151 : Claims List)

FUND: 14 - AIRPORT FUND (14)

SUMMARY REPORT

4.b.a

P.O.#	VENDOR #	NAME	SUMMARY DESCRIPTION	DATE	INVOICE	AMOUNT
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DEPARTMENT: 31 AIRPORT

16-1579	01-042886	HOOTEN OIL CO., INC	FUEL TRUCK LEASE	12/2015	0005290-IN	2,250.00
16-1578	01-042906	SOUTHWEST OKLA INTERNET	INTERNET FOR TERMINAL	12/2015	201512081176	93.45

DEPARTMENT TOTAL: 2,343.45

FUND TOTAL: 2,343.45

Attachment: CITY CLAIMS LIST (1151 : Claims List)

FUND: 31 - STREET &amp; ALLEY FUND (31)

SUMMARY REPORT

4.b.a

P.O.#	VENDOR #	NAME	SUMMARY DESCRIPTION	DATE	INVOICE	AMOUNT
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DEPARTMENT: 12 CAPITAL OUTLAY

16-1498	01-041866	WYLIE SPRAYERS	ONE 3000 GALLON TANK	12/2015	321818	1,550.00
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DEPARTMENT TOTAL: 1,550.00

FUND TOTAL: 1,550.00

Attachment: CITY CLAIMS LIST (1151 : Claims List)

FUND: 50 - STRATEGIC PLANNING GRANT

SUMMARY REPORT

4.b.a

P.O.#	VENDOR #	NAME	SUMMARY DESCRIPTION	DATE	INVOICE	AMOUNT
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DEPARTMENT: 40 CAPITAL IMPROVEMENTS

16-1533	01-044604	EST INC	ENVIROMENTAL ASSESMENT	12/2015	35945	324.18
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DEPARTMENT TOTAL: 324.18

FUND TOTAL: 324.18

Attachment: CITY CLAIMS LIST (1151 : Claims List)



FUND: 01 - GENERAL FUND (01)

SUMMARY REPORT

4.b.a

P.O.#	VENDOR #	NAME	SUMMARY DESCRIPTION	DATE	INVOICE	AMOUNT
DEPARTMENT: 02 ADMINISTRATIVE SERVICES						
16-1624	01-01490	CENTERPOINT ENERGY RESOURCES	NATURAL GAS	12/2015	201512172701	1,099.43
16-1598	01-041825	CABLE ONE	INTERNET SERVICE	12/2015	201512172705	267.92
16-1621	01-043403	AT&T, INC	TELEPHONE SERVICE	12/2015	201512172700	554.40
16-1626	01-043403	AT&T, INC	TELEPHONE SERVICE	12/2015	201512172697	226.78
16-1627	01-043484	AT&T	TELEPHONE SERVICE	12/2015	201512172699	17.75
16-1628	01-16130	PUBLIC SERVICE COMPANY OF	OUTDOOR LIGHT 6.5 MILES	12/2015	201512172696	19.63
DEPARTMENT TOTAL:						2,185.91
DEPARTMENT: 05 MUNICIPAL COURT						
16-1505	01-041238	CDW-G	FAX/COPIER	12/2015	BJQ9124	329.59
DEPARTMENT TOTAL:						329.59
DEPARTMENT: 07 POLICE-TRAFFIC DIVISION						
16-1341	01-043562	APPLIED CONCEPTS INC	5 RADARS FOR NEW UNITS	12/2015	280495	7,564.75
16-1501	01-044073	COAST TO COAST, INC	Toner	12/2015	A1413553	45.99
16-1631	01-045126	CITY OF WOODWARD OKLAHOMA	CLEET REPAYMENT	12/2015	201512172689	12,747.28
16-1563	01-18055	JOHNNY ROBERTS MOTORS, INC.	WORK DONE ON DODGE CHARGE	12/2015	52123	2,524.46
16-0615	01-23180	WILMES SUPERSTORE, INC.	FLEET FOR POLICE, ELECTRI	12/2015	201512172690	63,292.00
16-1409	01-23180	WILMES SUPERSTORE, INC.	REPAIR UNIT 1061	12/2015	109650	1,034.22
16-1475	01-23180	WILMES SUPERSTORE, INC.	TRANSMISSION	12/2015	39019	1,961.32
DEPARTMENT TOTAL:						89,170.02
DEPARTMENT: 08 POLICE-DETECTIVE DIV						
16-1633	01-044193	WILLIAMS, RUSTY	UNIFORMS	12/2015	201512172686	181.96
16-1610	01-044731	COLBY EARLS	UNIFORMS	12/2015	201512172693	316.31
16-1615	01-045127	DICKERSON, DEVIN	UNIFORMS	12/2015	201512172692	400.00
DEPARTMENT TOTAL:						898.27
DEPARTMENT: 09 POLICE ADMINISTRATION						
16-0959	01-043166	REYES ELECTRIC, L.L.C.	FIX LIGHTS	12/2015	201512172691	650.00
16-1621	01-043403	AT&T, INC	TELEPHONE SERVICE	12/2015	201512172700	2,208.00
DEPARTMENT TOTAL:						2,858.00

Attachment: CITY CLAIMS LIST (1151 : Claims List)

FUND: 01 - GENERAL FUND (01)

SUMMARY REPORT

4.b.a

P.O.#	VENDOR #	NAME	SUMMARY DESCRIPTION	DATE	INVOICE	AMOUNT
DEPARTMENT: 10 POLICE-ANIMAL CONTROL						
16-1618	01-19256	AIRGAS MID-SOUTH, INC.	RENT CYLINDER	12/2015	9931965190	36.32
DEPARTMENT TOTAL:						36.32
DEPARTMENT: 11 FIRE DEPARTMENT						
16-1553	01-042139	KENNY'S SIGN GRAPHX, LLC	FIRE CHEIF VEHICLE	12/2015	15356	600.00
16-1501	01-044073	COAST TO COAST, INC	Toner	12/2015	A1413553	100.99
16-1611	01-044771	GOODYEAR	STEER TIRES	12/2015	275-1002543	823.12
16-1413	01-07035	GALL'S INC.	STATION WEAR & NAMEPLATES	11/2015	004458472	237.00
16-1413	01-07035	GALL'S INC.	STATION WEAR & NAMEPLATES	12/2015	004514243	60.90
16-1630	01-15080	OKLA STATE FIREFIGHTERS MUSMEMBERSHIP DUES		12/2015	201512172695	1,736.00
DEPARTMENT TOTAL:						3,558.01
DEPARTMENT: 12 STREET DEPARTMENT						
16-1624	01-01490	CENTERPOINT ENERGY RESOURCENATURAL GAS		12/2015	201512172701	216.78
16-1490	01-041151	ROBERTS TRUCK CENTER	CHECK VALVE	12/2015	408105915	460.67
DEPARTMENT TOTAL:						677.45
DEPARTMENT: 15 BLDG MAINT						
16-0526	01-043166	REYES ELECTRIC, L.L.C.	electric at wilson center	12/2015	201512172702	375.00
16-1603	01-10063	JANUS SUPPLY CO., INC	CLEANING SUPPLY	12/2015	95046	614.30
DEPARTMENT TOTAL:						989.30
DEPARTMENT: 23 FLEET MAINTENANCE						
16-1624	01-01490	CENTERPOINT ENERGY RESOURCENATURAL GAS		12/2015	201512172701	471.69
DEPARTMENT TOTAL:						471.69
DEPARTMENT: 27 EMERGENCY SERVICES						
16-1621	01-043403	AT&T, INC	TELEPHONE SERVICE	12/2015	201512172700	639.60
DEPARTMENT TOTAL:						639.60

Attachment: CITY CLAIMS LIST (1151 : Claims List)

FUND: 01 - GENERAL FUND (01)

SUMMARY REPORT

4.b.a

P.O.#	VENDOR #	NAME	SUMMARY DESCRIPTION	DATE	INVOICE	AMOUNT
DEPARTMENT: 29 INFORMATION SYSTEMS						
16-1625	01-044615	AT&T	U-VERSE INTERNET	12/2015	201512172698	105.00
DEPARTMENT TOTAL:						105.00
DEPARTMENT: 33 FINANCE DEPARTMENT						
16-1629	01-06054	FEDEX	MAILING CHARGES FOR	12/2015	5-250-92993-2	15.01
DEPARTMENT TOTAL:						15.01
DEPARTMENT: 34 PERSONNEL DEPARTMENT						
16-1607	01-042543	STRATEGIC GOV'T. RESOURCE	MEMBERSHIP RENEWAL	12/2015	1000	249.00
16-1606	01-042558	NPELRA	MEMBERSHIP RENEWAL	12/2015	MURPHY34979	175.00
16-1608	01-044941	MITCHELL PHARMACY SOLUTIONS	SWC PHARMACY REFILLS	12/2015	4365196	220.37
DEPARTMENT TOTAL:						644.37
DEPARTMENT: 41 PUBLIC GOLF COURSE						
16-1597	01-19380	SOUTHWEST RURAL ELECTRIC	ASELECTRICITY	12/2015	2832	1,073.98
DEPARTMENT TOTAL:						1,073.98
FUND TOTAL:						103,652.52

Attachment: CITY CLAIMS LIST (1151 : Claims List)

FUND: 14 - AIRPORT FUND (14)

SUMMARY REPORT

4.b.a

P.O.#	VENDOR #	NAME	SUMMARY DESCRIPTION	DATE	INVOICE	AMOUNT
<hr/>						
DEPARTMENT: 31      AIRPORT						
16-0130	01-042429	CEC CORPORATION	2015 AIP ENGINEERING	11/2015	14257.01-04	13,600.00
16-1591	01-07021	GALLAGHER, JIM	REPAIR GARAGE DOOR	12/2015	201512172703	236.00
DEPARTMENT TOTAL:						13,836.00
FUND TOTAL:						13,836.00

Attachment: CITY CLAIMS LIST (1151 : Claims List)

FUND: 31 - STREET & ALLEY FUND (31)

SUMMARY REPORT

4.b.a

P.O.#	VENDOR #	NAME	SUMMARY DESCRIPTION	DATE	INVOICE	AMOUNT
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DEPARTMENT: 12      CAPITAL OUTLAY

16-1567	01-043382	GILBREATH ROCK, LLC.	soulation for snow and i	12/2015	A-001	1,200.00
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DEPARTMENT TOTAL: 1,200.00

FUND TOTAL: 1,200.00

Attachment: CITY CLAIMS LIST (1151 : Claims List)

FUND: 01 - GENERAL FUND (01)

SUMMARY REPORT

4.b.a

P.O.#	VENDOR #	NAME	SUMMARY DESCRIPTION	DATE	INVOICE	AMOUNT
DEPARTMENT: 00 CITY COUNCIL						
16-1577	01-23021	WAL MART COMMUNITY BRC	SUPPLIES FOR OMAG	12/2015	008980, 006794	366.01
DEPARTMENT TOTAL:						366.01
DEPARTMENT: 02 ADMINISTRATIVE SERVICES						
16-1676	01-042075	PITNEY BOWES	COPIER LEASES	12/2015	9391285-dc15	372.00
16-1665	01-13258	BUGMASTER INC.	PEST CONTROL	12/2015	201512232717	144.00
DEPARTMENT TOTAL:						516.00
DEPARTMENT: 04 LAW						
16-1666	01-23080	WEST GROUP	LIBRARY PLAN CHARGES	12/2015	833077903	324.05
DEPARTMENT TOTAL:						324.05
DEPARTMENT: 07 POLICE-TRAFFIC DIVISION						
16-1648	01-044184	FLEET SERVICES	CREDIT CARD CHARGES	12/2015	43185012	191.22
16-0219	01-07035	GALL'S INC.	UNIFORMS	12/2015	201512232720	1,721.29
DEPARTMENT TOTAL:						1,912.51
DEPARTMENT: 11 FIRE DEPARTMENT						
16-1665	01-13258	BUGMASTER INC.	PEST CONTROL	12/2015	201512232717	94.00
DEPARTMENT TOTAL:						94.00
DEPARTMENT: 13 PARKS						
16-1665	01-13258	BUGMASTER INC.	PEST CONTROL	12/2015	201512232717	80.00
16-1430	01-23021	WAL MART COMMUNITY BRC	CONCESSIONS	11/2015	004361-1	514.60
DEPARTMENT TOTAL:						594.60
DEPARTMENT: 14 CEMETERY						
16-1665	01-13258	BUGMASTER INC.	PEST CONTROL	12/2015	201512232717	68.00
DEPARTMENT TOTAL:						68.00

Attachment: CITY CLAIMS LIST (1151 : Claims List)

FUND: 01 - GENERAL FUND (01)

SUMMARY REPORT

4.b.a

P.O.#	VENDOR #	NAME	SUMMARY DESCRIPTION	DATE	INVOICE	AMOUNT
DEPARTMENT: 15 BLDG MAINT						
16-1665	01-13258	BUGMASTER INC.	PEST CONTROL	12/2015	201512232717	164.00
DEPARTMENT TOTAL:						164.00
DEPARTMENT: 32 POOL						
16-1572	01-04029	DANS HEATING & AIR COND	service heaters	12/2015	15539	347.43
16-1665	01-13258	BUGMASTER INC.	PEST CONTROL	12/2015	201512232717	48.00
DEPARTMENT TOTAL:						395.43
DEPARTMENT: 41 PUBLIC GOLF COURSE						
16-1619	01-042064	VERNON DR. PEPPER BOTTLIN	DRINKS	12/2015	197793	146.25
16-1665	01-13258	BUGMASTER INC.	PEST CONTROL	12/2015	201512232717	72.00
DEPARTMENT TOTAL:						218.25
FUND TOTAL:						4,652.85

Attachment: CITY CLAIMS LIST (1151 : Claims List)

FUND: 04 - ASSURANCE FUND (04)

SUMMARY REPORT

4.b.a

P.O.#	VENDOR #	NAME	SUMMARY DESCRIPTION	DATE	INVOICE	AMOUNT
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DEPARTMENT: 02 ADMINISTRATIVE SERVICES

16-1673	01-043374	INFINISOURCE COBRA ADMINISTFBA	MONTHLY ADMIN SERVICE	12/2015	703409	139.50
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DEPARTMENT TOTAL: 139.50

FUND TOTAL: 139.50

Attachment: CITY CLAIMS LIST (1151 : Claims List)



FUND: 14 - AIRPORT FUND (14)

SUMMARY REPORT

4.b.a

P.O.#	VENDOR #	NAME	SUMMARY DESCRIPTION	DATE	INVOICE	AMOUNT
DEPARTMENT: 31 AIRPORT						
16-1668	01-043084	TOUCHTONE	LONG DISTANCE SERVICE	12/2015	201512232718	15.68
16-1665	01-13258	BUGMASTER INC.	PEST CONTROL	12/2015	201512232717	45.00
16-1462	01-23185	WING AERO PRODUCTS, INC.	PILOT SUPPLIES FOR RESALE	12/2015	788850	60.07
DEPARTMENT TOTAL:						120.75
FUND TOTAL:						120.75

Attachment: CITY CLAIMS LIST (1151 : Claims List)

Item No. \_\_\_\_\_

Date: January 5, 2016

## **AGENDA ITEM COMMENTARY**

**ITEM TITLE:** Consider, Discuss and Vote to Approve a Contract Between the Altus Municipal Authority, the City of Altus, and HCCCo, LLC, of Tulsa, Oklahoma, for the Water Treatment Plant Improvements Phase II, Altus Bid No. 18030, or Take Any Other Appropriate Action.

**INITIATOR:** Steve Cesar, SBC, Project Engineer

**STAFF INFORMATION SOURCE:** City Attorney

**BACKGROUND:** THIS IS A COMPANION ITEM TO THE 12-15-15 AMA AGENDA ITEM ON THE WATER TREATMENT PLANT IMPROVEMENTS, PHASE II. At the December 15, 2015 Authority meeting, the Board approved a Budget Amendment and awarded the Contract for the Water Treatment Plant Improvements Phase II Project to the low bidder HCCCo, LLC, as recommended by the Project Engineer, SBC Consulting Engineers, for the amount of \$4,614,000. The low bid (Bid Alternate No. 1) was \$4,649,000. Because of a deduct of \$43,000.00 for an adjustment in the cost for the electrical work, the Contract will reflect the total bid price of \$4,606,000.00. This Project was advertised in the name of both the City and the AMA. The purpose of this agenda item is to complete the process by having the City of Altus also approve the Contract. There is a separate City agenda item to appoint Billy Perkins of HCCCo, LLC, as the City's Purchasing Agent for this Project.

Staff recommends passage of this agenda item.

**FUNDING:** AMA \$3,737,714.79 plus Budget AMA Budget Amendment 12-15-15

**EXHIBITS:** Contract between AMA/City and HCCCo, LLC for \$4,606,000.00

**COUNCIL ACTION:** Vote to Approve a Contract Between the Altus Municipal Authority, the City of Altus, and HCCCo, LLC, of Tulsa, Oklahoma, for the Water Treatment Plant Improvements Phase II, Altus Bid No. 18030, or Take Any Other Appropriate Action.

**STAFF RECOMMENDATION:** Stated Council Action

## C O N T R A C T

This contract, made and entered into by and between HCCCo, LLC, as Party of the First Part, hereinafter designated as Contractor, and the City of Altus / Altus Municipal Authority, as Party of the Second Part, hereinafter designated as the Owner, to-wit:

WHEREAS, the Contractor is the lowest and best bidder for:

WATER TREATMENT PLANT IMPROVEMENTS PHASE II, Altus Bid No. 18030, Bid Alternate No. 1.

Note: The Contract Price is for Bid Alternate No. 1 in the bid amount of \$4,649,000.00 with a deduct of \$43,000.00 for an adjustment in the cost for the electrical work.

for the total bid price, as accepted, of Four Million Six Hundred Six Thousand and No/100 Dollars, (\$ 4,606,000.00 );

NOW, THEREFORE, the Contractor, for the consideration herein named, hereby agrees to do and complete the work above mentioned in accordance with the plans adopted and approved by the Owner and on file in the office of the City Engineer and Purchasing Agent, which plans and specifications are made a part of this contract by reference as if attached hereto or written in detail herein.

It is further agreed that the Contractor will commence said work within ten (10) days from the date of the Work Order and perform same vigorously and continuously and complete the same on or before 365 calendar days thereafter.

It is further agreed that payment for the aforesaid work or material will be made under the terms of the Contractor's bid, as accepted, as provided in the specifications and that, upon final completion of this contract work, the Contractor will receive the full compensation payment according to the schedule of prices as contained in his bid, as accepted, and that, upon receipt by the Contractor of final claim, the same shall be paid in full for all claims of every kind and description the Contractor may have arising out of this contract.

The Notice to Bidders, the Instructions to Bidders, the Special and General Provisions of specifications and the Contractor's Bid Proposal, each of said instruments on file in the office of the Purchasing Agent, City Engineer and City Clerk, are hereby referred to and, by reference thereto, are made a part of this contract as if fully written in detail or attached hereto.

Attachment: Water Plant II HCCCo (1144 : Approve Contract HCCCo, LLC Water Plant Phase II)

## Attachment 5

IN WITNESS WHEREOF, the Parties of the First and Second Parts have hereunto set their hands and seals the 15th day of December, 2015.

SEAL

HCCCo, LLC

Contractor

ATTEST:

By: \_\_\_\_\_

By: \_\_\_\_\_

Sean Hood, Owner

Billy Perkins, Manager

Typed Name &amp; Title

Typed Name &amp; Title

SEAL

City of Altus, Oklahoma / Altus Municipal Authority

Owner

ATTEST:

By: \_\_\_\_\_

By: \_\_\_\_\_

Debbie Davis, City Clerk

Jack Smiley, Mayor

Typed Name &amp; Title

Typed Name &amp; Title

Attachment: Water Plant II HCCCo (1144 : Approve Contract HCCCo, LLC Water Plant Phase II)

Item No. \_\_\_\_\_

Date: January 5, 2016

## **AGENDA ITEM COMMENTARY**

**ITEM TITLE:** Consider, Discuss and Vote to Approve Resolution No. 2016-\_\_\_\_ Appointing Billy Perkins, General Manager for HCCCo, LLC, of Tulsa, Oklahoma as Purchasing Agent for the Water Treatment Plant Improvements, Phase II, Altus Bid No. 18030 Project, or Take Any Other Appropriate Action.

**INITIATOR:** Steve Cesar, SBC Project Engineer

**STAFF INFORMATION SOURCE:** City Attorney

**BACKGROUND:** THIS IS A COMPANION ITEM TO THE AMA 12-15-15 AWARDED BID/CONTRACT AND TO THE CITY 1-5-16 APPROVING CONTRACT WITH HCCCo,LLC FOR THE WATER TREATMENT PLANT IMPROVEMENTS, PHASE II PROJECT. It is standard practice for the City of Altus, as allowed by state law, to appoint an individual as the City's Purchasing Agent for a Project awarded by the City/AMA.

Staff recommends passage of this agenda item.

**FUNDING:** AMA \$3,737,714.79 and Budget Amendment approved by AMA 12-15-15

**EXHIBITS:** Resolution No. 2016-\_\_\_\_ appointing Billy Perkins, General Manager of HCCCo, LLC as the City's Purchasing Agent for Water Treatment Plant Improvements,

**COUNCIL ACTION:** Vote to Approve Resolution No. 2016-\_\_\_\_ Appointing Billy Perkins, General Manager for HCCCo, LLC, of Tulsa, Oklahoma as Purchasing Agent for the Water Treatment Plant Improvements, Phase II, Altus Bid No. 18030 Project, or Take Any Other Appropriate Action.

**STAFF RECOMMENDATION:** Stated Council Action

**Water Treatment Plant Improvements Phase II  
Altus Bid No. 18030**

**RESOLUTION NO. 2016 - \_\_\_\_\_**

**A RESOLUTION APPOINTING A PURCHASING AGENT  
FOR CARRYING OUT A PUBLIC CONTRACT**

**WHEREAS**, the City of Altus has entered into a public contract with HCCCo, LLC, of Tulsa, Oklahoma regarding the Water Treatment Plant Improvements, Phase II, Altus Bid No. 18030; and

**WHEREAS**, it would be to the benefit of the City of Altus to appoint an agent to make tax exempt purchases in furtherance of said public contract; and

**WHEREAS**, Title 61, O.S.A. § 103.2 expressly permits such appointment.

**NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF ALTUS, OKLAHOMA:**

**THAT** Billy Perkins, General Manager for HCCCo, LLC, of Tulsa, Oklahoma, is hereby appointed agent of the City of Altus for the purpose of the Water Treatment Plant Improvements, Phase II, Altus Bid No. 18030 Project and all appurtenances thereto.

PASSED AND APPROVED this 5<sup>th</sup> day of January, 2016.

BY \_\_\_\_\_  
Jack Smiley, Mayor

(SEAL)

ATTEST:

\_\_\_\_\_  
DEBBIE DAVIS, City Clerk/Treasurer

APPROVED as to form and legality this \_\_\_\_\_ day of January, 2016.

\_\_\_\_\_  
Catherine J. Coke, City Attorney

Item No. \_\_\_\_\_

Date: January 5, 2016

## AGENDA ITEM COMMENTARY

**ITEM TITLE:** Consider, Discuss and Vote to Approve Change Order #1 for AIP Project 3-40-0002-014-2015 to “Install Perimeter Fencing and Gates – Phase II” Reducing the Final Contract Amount Between the City of Altus and Quality Fence Company, Inc. in the Amount of \$7,700.37.

**INITIATOR:** Daniel Adams

**STAFF INFORMATION SOURCE:** Daniel Adams

**BACKGROUND:** AIP Project 3-40-0002-014-2015 to “Install Perimeter Fencing and Gates – Phase II” has been completed 10 days ahead of schedule and below budget. The following shows all of the final grant numbers.

Original FAA Grant \$259,405.00

Original City Share \$ 28,823.50

Final FAA Share \$252,110.00

Final City Share \$28,012.84

**FAA Savings \$7,295.00 (to be recovered for use on your next project)**

**City Savings \$810.66**

The change order attached will lower the final contract amount to Quality Fence Company, Inc. in the amount of \$7,700.37. Not only did Quality Fence get done under budget but they also got done 10 days ahead of schedule.

**FUNDING:** N/A

**EXHIBITS:** 1)Letter from Toby Baker, Engineer and 2) Change order No.1

**COUNCIL ACTION:** Vote to approve Change Order #1 for AIP Project 3-40-0002-014-2015 to “Install Perimeter Fencing and Gates – Phase II” reducing the final contract amount between the City of Altus and Quality Fence Company, Inc. in the amount of \$7,700.37.

**STAFF RECOMMENDATION:** Stated Council Action

**CHANGE ORDER**

<b>Project: Install Perimeter Fencing and Gates - Phase II</b> <b>AIP No. 3-40-0002-014-2015</b>	<b>Change Order No.</b> <b>1</b>
<b>Project Description: Install Chainlink Fencing and Gates – Phase II</b>	
<b>Requested Changes &amp; Reasons: Recapitulation of Final Quantities</b>	
<b>LOCATION: Altus/Quartz Mountain Regional Airport</b>	

The above will necessitate the following changes in quantities and estimates, which will be shown as overruns and underruns on future progressive estimates and vouchers.

Item	Description	Quantity	Unit Price \$	Amount \$	Days Req'd
	Please see attached breakdown of quantities				
<b>Total this Change Order</b>				<b>-7,700.37</b>	<b>0 W</b>
<b>Existing Contract</b>				<b>227,728.50</b>	<b>38 W</b>
<b>New Contract</b>				<b>\$220,028.13</b>	<b>38W</b>

The prices for additional items have been compared with other contract prices and are fair for the amount of work involved.

12-17-15  
Date

CEC Corporation

Approved by the City of Altus this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_.

David Fuqua  
City Manager

We, Quality Fence Company contractor on the above project, do hereby agree to a net **decrease**

in the contract of \$ 7,700.37 and 0 working days as full compensation for making the above changes in accordance with the governing specifications.

Quality Fence Company

Mikel Spence  
President

Subscribed and sworn before me this \_\_\_\_\_ day of \_\_\_\_\_, 2015.

My Commission Expires:

Notary Public



**Quality Fence Company, Inc.**

12/17/2015

Install Perimeter Fencing and Gates - Phase II

AIP No. 3-40-0002-014-2015

Altus/Quartz Mountain Regional Airport

**Change Order No. 1**

		Original Contract		Change Order No. 1		Final Contract	
Item	Description	Unit Price \$	Unit	Quantity	Amount \$	Quantity	Amount \$
Base Bid							
1	Mobilization	\$ 4,500.00	LS	1	\$ 4,500.00	-	\$ -
2	Construction Staking	\$ 6,800.00	LS	1	\$ 6,800.00	-	\$ -
3	Grade Proposed Fence Line	\$ 1,000.00	LS	1	\$ 1,000.00	-	\$ -
4	6' Tall Chainlink Fence	\$ 15.37	LF	12,150	\$ 186,745.50	(501)	\$ (7,700.37)
5	4' Tall Chainlink Fence	\$ 29.00	LF	187	\$ 5,423.00	-	\$ -
6	5' Wide, 4' Tall Pedestrian Gate, Black PVC Coated	\$ 550.00	EA	1	\$ 550.00	-	\$ -
7	6' Wide, 4' Tall Pedestrian Gate, Black PVC Coated	\$ 660.00	EA	1	\$ 660.00	-	\$ -
8	24' Wide, 6' Tall Double Swing Gate, Galvanized	\$ 1,550.00	EA	4	\$ 6,200.00	-	\$ -
9	24' Wide, 4' Tall Motorized Gate, Black PVC Coated	\$ 15,850.00	EA	1	\$ 15,850.00	-	\$ -
10	Third Party Insurance	\$ -	LS	1	\$ -	-	\$ -
TOTAL				\$227,728.50		-\$7,700.37	
						\$220,028.13	

Original Contract

\$227,728.50

Change Order No. 1

-\$7,700.37

Final Contract

\$220,028.13



**CEC**  
infrastructure solutions

## TRANSMITTAL

December 22, 2015

Mr. Daniel Adams, Airport Manager  
Altus/ Quartz Mountain Regional Airport  
509 South Main  
Altus, OK 73521

RE: Install Perimeter Fencing and Gates – Phase II  
AIP 3-40-0002-013-2015  
Altus/Quartz Regional Airport

Dear Mr. Adams:

The following is a list of items included in this transmittal along with any required actions:

- 1. Final Acceptance Letter**
- 2. Contractor's Final Pay Application and Release**
- 3. Change Order No. 1 (Recapitulation of Final Quantities)**
  - i. Please sign all 3 copies of Change Order No. 1 and return 2 signed copies to CEC.
- 4. Federal Financial Report**
  - i. Please sign and return to CEC as part of the closeout documentation.
- 5. Construction Project Final Acceptance**
  - i. Please sign, date, and return to CEC as part of the closeout documentation.
- 6. Outlay Report No. 3**
  - i. Please sign all 3 copies and return 2 signed copies to CEC.
  - ii. FAA will only allow you to request up to 90% of the grant amount, until you have submitted all of the grant closeout documentation. This is somewhat counterintuitive, as one of the closeout documents is the Distribution of AIP Grant Costs spreadsheets, which lists all of the check numbers and dates of payment under the grant. Thus all bills must be paid so the closeout documents can be submitted, before they will release any amount over 90% of the grant. Accordingly, we have prepared one Outlay Report that will collect just under 90% of the grant (89.99% to be exact).
  - iii. Once you receive the FAA reimbursement for Outlay Report No. 3, please pay all of the bills.
- 7. Outlay Report No. 4 – Final**
  - i. DO NOT collect reimbursement on Outlay Report No. 4 yet, but please still sign all 3 copies and return 2 signed copies to CEC.
  - ii. Once you furnish us with the check numbers and dates of payment, we will complete the closeout packet and sent it to you for signatures. A couple of



**CEC**  
infrastructure solutions

**TRANSMITTAL**

days after you mail the closeout packet to FAA (I will send instructions), THEN you can request the remaining balance shown on the Final Outlay Report. FAA must manually approve the request (since it is over 90% of the grant) and your Program Manger should have your closeout documents in hand by that time, and will be able to immediately approve it.

If you have any questions, please let me know.

Sincerely,

Toby Baker, P.E.

**CEC // INFRASTRUCTURE SOLUTIONS**  
Airports Division Manager

Enclosure (7)



December 22, 2015

Honorable Mayor and City Council  
City of Altus  
509 South Main  
Altus, Oklahoma 73521

RE: Install Perimeter Fencing and Gates – Phase II  
AIP 3-40-0002-014-2015  
Altus/Quartz Mountain Regional Airport

Honorable Mayor and City Council:

The final inspection for referenced project was held on Monday, December 14, 2015.  
The following parties were in attendance.

Daniel Adams – City of Altus  
Mikel Spence – Quality Fence Company, Inc.  
Lynn Pinson – CEC  
Toby Baker, P.E. – CEC  
Craig Boyer, P.E. - CEC

The project was found to be complete in accordance with the plans and specifications.

The project underran the original contract amount by \$7,700.37. Accordingly, we recommend that Change Order No. 1 (enclosed), decreasing the current contract amount by \$7,700.37, be approved.

We greatly appreciate the opportunity of serving you on this important development for your airport.

Respectfully submitted,

A handwritten signature in blue ink, appearing to read 'Toby Baker'.

Toby J. Baker, P.E.  
**CEC // INFRASTRUCTURE SOLUTIONS**  
Airports Division Manager

cc: Mikel Spence, Quality Fence Company, Inc.  
Jimmy Pierre, FAA



CEC Corporation  
 4555 W. Memorial Rd  
 Oklahoma City, OK 73142-2013  
 (405) 753-4200

The City of Altus  
 509 S. Main  
 Altus, OK 73521

Invoice number 14257.01-05  
 Date 12/31/2015

Project 14257 ALTUS - AIRPORT PLANNING &  
 ENGR

Services provided through December 31, 2015

INSTALL PERIMETER FENCING AND GATES PHASE II FOR  
 ALTUS/QUARTZ MOUNTAIN REGIONAL AIRPORT  
 PER OWNER-ENGINEER AGREEMENT DATED SEPTEMBER 16, 2014  
 AND AMENDMENT NO. 1 DATED SEPTEMBER 16, 2014

AIP 3-40-0002-013-2015

Description	Contract Amount	Total Billed	Prior Billed	Current Billed
<b>Amendment No. 1</b>				
<b>Engineering Plans and Specifications</b>	21,800.00	21,800.00	18,440.00	3,360.00
<b>Construction Admin and Inspection</b>	31,000.00	31,000.00	18,400.00	12,600.00
<b>FAA Grant Administration</b>	7,000.00	7,000.00	5,000.00	2,000.00
Subtotal	59,800.00	59,800.00	41,840.00	17,960.00
Total	59,800.00	59,800.00	41,840.00	17,960.00

Invoice total **17,960.00**

*True and complete to the best of my knowledge and payment has not been received.*

Attachment: Closeout Letter (1148 : Change Order for Airport Fence)



Install Perimeter Fencing and Gates - Phase II AIP No. 3-40-0002-013-2015 Altus/Quartz Mountain Regional Airport						PAY REQUEST NO: <u>2 - Final</u>	
						DATE: <u>12/17/2015</u>	
						For Period Ending: <u>12/14/2015</u>	
Item Description		CONTRACT			TOTAL WORK COMPLETED		
		Quantity	Unit Price \$	Amount \$	Quantity	Amount \$	
1	Mobilization	1	LS	\$ 4,500.00	4,500.00	1	4,500.00
2	Construction Staking	1	LS	\$ 6,800.00	6,800.00	1	6,800.00
3	Grade Proposed Fence Line	1	LS	\$ 1,000.00	1,000.00	1	1,000.00
4	6' Tall Chainlink Fence	12,150	LF	\$ 15.37	186,745.50	11649	179,045.13
5	4' Tall Chainlink Fence	187	LF	\$ 29.00	5,423.00	187	5,423.00
6	5' Wide, 4' Tall Pedestrian Gate, Black PVC Coated	1	EA	\$ 550.00	550.00	1	550.00
7	6' Wide, 4' Tall Pedestrian Gate, Black PVC Coated	1	EA	\$ 660.00	660.00	1	660.00
8	24' Wide, 6' Tall Double Swing Gate, Galvanized	4	EA	\$ 1,550.00	6,200.00	4	6,200.00
9	24' Wide, 4' Tall Motorized Gate, Black PVC Coated	1	EA	\$ 15,850.00	15,850.00	1	15,850.00
10	Third Party Insurance	1	LS	\$ -	0.00	1	0.00
TOTAL					227,728.50		

Quality Fence Company, Inc.  
RR 2, Box 41  
Walters, OK 73572  
580-585-0015

TOTAL WORK TO DATE: \$ 220,028.13

LESS RETAINAGE @ 5%: \$ -

LESS PREVIOUS PAYMENTS RECOMMENDED: \$ 110,072.83

PAYMENT RECOMMENDED THIS ESTIMATE: \$ 109,955.30

Approved By:

Mike P. Spence, President  
Quality Fence Company, Inc.

Cy WB 12/17/15  
CEC Corporation Date

## RELEASE

(This form of release is to be executed at completion of contract.)

## KNOW ALL MEN BY THESE PRESENTS:

That Quality Fence Company, Inc. hereinafter called CONTRACTOR, individually and collectively, have in consideration of the sum of Two Hundred Twenty Thousand, Twenty-Eight and 13/100 Dollars (\$220,028.13), (to be retained by the Owner hereinafter described for exceptions yet to be performed by CONTRACTOR when such exceptions are performed) to us in hand paid by the CITY OF ALTUS, hereinafter called OWNER, the receipt whereof is hereby acknowledged, have remised, released and forever discharged, and by these presents do for out heirs, executors, administrators, successors and assigns, remise, release, and forever discharge and said OWNER and their successors in office and their heirs, executors, and administrators, of and from all, and all manner of action and actions, cause and causes of actions, suits, debts, dues, sums of money, accounts, reckonings, bonds, bills, specialties, covenants, contracts, controversies, executions, claims and demands whatsoever in law or in equity which against them the said OWNER ever had, now have, or may have reason of contract entered into by and between that CONTRACTOR and OWNER dated July 7, 2015, which pertains to the construction by the CONTRACTOR for the OWNER, for Install Perimeter Fencing and Gates - Phase II, AIP 3-40-0002-014-2015, at Altus/Quartz Mountain Regional Airport, Altus, Oklahoma including change orders covered therein.

This release includes any and all other work or material furnished in connection with such contract and building and other facilities.

The said CONTRACTORS, individually and collectively, hereby certify that the CONTRACTOR has made payment in full to each and every person, firm, partnership, corporation, joint venture and subcontractor, for all labor and material used in the performance of the foregoing contract.

IN WITNESS WHEREOF, the CONTRACTOR has executed this release on the 18 day of December, 20 15.

Mike P. French, President  
CONTRACTOR'S SIGNATURE

ATTEST:

Shirley J. [Signature]



**CHANGE ORDER**

Project: Install Perimeter Fencing and Gates - Phase II AIP No. 3-40-0002-014-2015	Change Order No. 1
Project Description: Install Chainlink Fencing and Gates - Phase II	
Requested Changes & Reasons: Recapitulation of Final Quantities	
LOCATION: Altus/Quartz Mountain Regional Airport	

The above will necessitate the following changes in quantities and estimates, which will be shown as overruns and underruns on future progressive estimates and vouchers.

Item	Description	Quantity	Unit Price \$	Amount \$	Days Req'd
	Please see attached breakdown of quantities				
Total this Change Order				-7,700.37	0 W
Existing Contract				227,728.50	38 W
New Contract				\$220,028.13	38 W

The prices for additional items have been compared with other contract prices and are fair for the amount of work involved.

12-17-15  
Date

*C. W. Bay*  
CEC Corporation

Approved by the City of Altus this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_.

David Fuqua  
City Manager

We, Quality Fence Company contractor on the above project, do hereby agree to a net decrease in the contract of \$ 7,700.37 and 0 working days as full compensation for making the above changes in accordance with the governing specifications.

Quality Fence Company

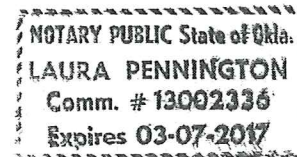
*Mikel Spence*  
Mikel Spence  
President

Subscribed and sworn before me this 18 day of December, 2015.

My Commission Expires:

3/7/17

*Laura Pennington*  
Notary Public





**Change Order No. 1**

12/17/2015

Install Perimeter Fencing and Gates - Phase II  
AIP No. 3-40-0002-014-2015  
Altus/Quartz Mountain Regional Airport

Item	Description	Original Contract				Change Order No. 1		Final Contract	
		Unit Price \$	Unit	Quantity	Amount \$	Quantity	Amount \$	Quantity	Amount \$
		Base Bid							
1	Mobilization	\$ 4,500.00	LS	1	\$ 4,500.00	-	\$ -	1	\$ 4,500.00
2	Construction Staking	\$ 6,800.00	LS	1	\$ 6,800.00	-	\$ -	1	\$ 6,800.00
3	Grade Proposed Fence Line	\$ 1,000.00	LS	1	\$ 1,000.00	-	\$ -	1	\$ 1,000.00
4	6' Tall Chainlink Fence	\$ 15.37	LF	12,150	\$ 186,745.50	(501)	\$ (7,700.37)	11,649	\$ 179,045.13
5	4' Tall Chainlink Fence	\$ 29.00	LF	187	\$ 5,423.00	-	\$ -	187	\$ 5,423.00
6	5' Wide, 4' Tall Pedestrian Gate, Black PVC Coated	\$ 550.00	EA	1	\$ 550.00	-	\$ -	1	\$ 550.00
7	6' Wide, 4' Tall Pedestrian Gate, Black PVC Coated	\$ 660.00	EA	1	\$ 660.00	-	\$ -	1	\$ 660.00
8	24' Wide, 6' Tall Double Swing Gate, Galvanized	\$ 1,550.00	EA	4	\$ 6,200.00	-	\$ -	4	\$ 6,200.00
9	24' Wide, 4' Tall Motorized Gate, Black PVC Coated	\$ 15,850.00	EA	1	\$ 15,850.00	-	\$ -	1	\$ 15,850.00
10	Third Party Insurance	\$ -	LS	1	\$ -	-	\$ -	1	\$ -
TOTAL					\$227,728.50		-\$7,700.37		\$220,028.13

**Original Contract  
Change Order No. 1  
Final Contract**

\$227,728.50  
-\$7,700.37  
\$220,028.13

## FEDERAL FINANCIAL REPORT

(Follow form instructions)

1. Federal Agency and Organizational Element to Which Report is Submitted  <b>DOT/FAA ASW-630</b>		2. Federal Grant or Other Identifying Number Assigned by Federal Agency (To report multiple grants, use FFR Attachment)  <b>3-40-0002-014-2015</b>		Page <b>1</b>	of <b>1</b>		
pages							
3. Recipient Organization (Name and complete address including Zip code)  <b>City of Altus 509 South Main Altus, Oklahoma 73521</b>							
4a. DUNS Number  <b>077342830</b>	4b. EIN  <b>73-6005064</b>	5. Recipient Account Number or Identifying Number (To report multiple grants, use FFR Attachment)  <b>AIP 3-40-0002-014-2015</b>	6. Report Type  <input type="checkbox"/> Quarterly <input type="checkbox"/> Semi-Annual <input type="checkbox"/> Annual <input checked="" type="checkbox"/> Final	7. Basis of Accounting  <input checked="" type="checkbox"/> Cash <input type="checkbox"/> Accrual			
8. Project/Grant Period From: (Month, Day, Year) <b>9/10/2015</b>		To: (Month, Day, Year) <b>12/30/2015</b>	9. Reporting Period End Date (Month, Day, Year) <b>12/30/2015</b>				
10. Transactions				Cumulative			
(Use lines a-c for single or multiple grant reporting)							
<b>Federal Cash (To report multiple grants, also use FFR Attachment):</b>							
a. Cash Receipts				\$252,110.00			
b. Cash Disbursements				\$252,110.00			
c. Cash on Hand (line a minus b)				\$0.00			
(Use lines d-o for single grant reporting)							
<b>Federal Expenditures and Unobligated Balance:</b>							
d. Total Federal funds authorized				\$259,405.00			
e. Federal share of expenditures				\$252,110.00			
f. Federal share of unliquidated obligations				\$0.00			
g. Total Federal share (sum of lines e and f)				\$252,110.00			
h. Unobligated balance of Federal funds (line d minus g)				\$7,295.00			
<b>Recipient Share:</b>							
i. Total recipient share required				\$28,823.50			
j. Recipient share of expenditures				\$28,823.50			
k. Remaining recipient share to be provided (line i minus j)				\$0.00			
<b>Program Income:</b>							
l. Total Federal program income earned				\$0.00			
m. Program income expended in accordance with the deduction alternative				\$0.00			
n. Program income expended in accordance with the addition alternative				\$0.00			
o. Unexpended program income (line l minus line m or line n)				\$0.00			
11. Indirect Expense	a. Type	b. Rate	c. Period From	Period To	d. Base	e. Amount Charged	f. Federal Share
g. Totals:							
12. Remarks: Attach any explanations deemed necessary or information required by Federal sponsoring agency in compliance with governing legislation:							
13. Certification: By signing this report, I certify that it is true, complete, and accurate to the best of my knowledge. I am aware that any false, fictitious, or fraudulent information may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 218, Section 1001)							
a. Typed or Printed Name and Title of Authorized Certifying Official  <b>David Fuqua, City Manager</b>					c. Telephone (Area code, number and extension)  <b>580-481-2202</b>		
b. Signature of Authorized Certifying Official					d. Email address  <a href="mailto:dfuqua@altusok.gov">dfuqua@altusok.gov</a>		
					e. Date Report Submitted (Month, Day, Year)		
14. Agency use only:							

Standard Form 425  
OMB Approval Number: 0348-0061  
Expiration Date: 10/31/2011

**Paperwork Burden Statement**

According to the Paperwork Reduction Act, as amended, no persons are required to respond to a collection of information unless it displays a valid OMB Control Number. The valid OMB control number for this information collection is 0348-0061. Public reporting burden for this collection of information is estimated to average 1.5 hours per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0061), Washington, DC 20503.

Attachment: Closeout Letter (1148 : Change Order for Airport Fence)

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## Construction Project Final Acceptance Airport Improvement Program Sponsor Certification

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Sponsor: City of Altus

Airport: Altus/Quartz Mountain Regional Airport

Project Number: AIP 3-40-0002-014-2015

Description of Work: Install Perimeter Fencing and Gates – Phase II

### Application

49 USC § 47105(d), authorizes the Secretary to require certification from the sponsor that it will comply with the statutory and administrative requirements in carrying out a project under the Airport Improvement Program. General standards for final acceptance and close out of federally funded construction projects are in 2 CFR § 200.343 - Closeout. The sponsor shall determine that project costs are accurate and proper in accordance with specific requirements of the grant agreement and contract documents.

### Certification Statements

Except for the certification statement below marked as not applicable (N/A), this list includes major requirements for this aspect of project implementation. This list is not comprehensive nor does it relieve the sponsor from fully complying with all applicable statutory and administrative standards.

1. The personnel engaged in project administration, engineering supervision, construction inspection and testing were determined to be qualified as well as competent to perform the work.  
☒ Yes   ☐ No   ☐ N/A
  
2. Daily construction records were kept by the resident engineer/construction inspector as follows:
  - a. Work in progress
  - b. Quality and quantity of materials delivered
  - c. Test locations and results
  - d. Instructions provided the contractor
  - e. Weather conditions
  - f. Equipment use
  - g. Labor requirements
  - h. Safety problems
  - i. Changes required☒ Yes   ☐ No   ☐ N/A

Attachment: Closeout Letter (1148 : Change Order for Airport Fence)

3. Weekly payroll records and statements of compliance were submitted by the prime contractor and reviewed by the sponsor for conformance with federal labor and civil rights requirements as required by FAA and U.S. Department of Labor.  
☒ Yes   ☐ No   ☐ N/A
4. Complaints regarding the mandated federal provisions set forth in the contract documents will be submitted to the Federal Aviation Administration (FAA).  
☐ Yes   ☐ No   ☒ N/A
5. All tests specified in the plans and specifications will be performed and the test results documented as well as made available to the FAA.  
☐ Yes   ☐ No   ☒ N/A
6. For any test results outside of allowable tolerances, appropriate corrective actions will be taken.  
☐ Yes   ☐ No   ☒ N/A
7. Payments to the contractor were made in compliance with contract provisions as follows:
  - a. Payments are verified by the sponsor's internal audit of contract records kept by the resident engineer, and
  - b. If appropriate, pay reduction factors required by the specifications are applied in computing final payments and a summary of pay reductions made available to the FAA.☒ Yes   ☐ No   ☐ N/A
8. The project was accomplished without significant deviations, changes, or modifications from the approved plans and specifications, except where approval is obtained from the FAA.  
☒ Yes   ☐ No   ☐ N/A
9. A final project inspection was conducted with representatives of the sponsor and the contractor, and project files contain documentation of the final inspection.  
☒ Yes   ☐ No   ☐ N/A
10. Work in the grant agreement was physically completed and corrective actions required as a result of the final inspection are completed to the satisfaction of the sponsor.  
☒ Yes   ☐ No   ☐ N/A
11. If applicable, the as-built plans, an equipment inventory, and a revised airport layout plan have been submitted to the FAA.  
☒ Yes   ☐ No   ☐ N/A
12. Applicable close out financial reports will be submitted to the FAA.  
☒ Yes   ☐ No   ☐ N/A
13. The construction of all buildings will comply with the seismic construction requirements of 49 CFR § 41.120.

☐ Yes ☐ No ☒ N/A

Additional documentation for any above item marked "no":

### **Sponsor's Certification**

I certify, for the project identified herein, responses to the forgoing items are accurate as marked and additional documentation for any item marked "no" is correct and complete.

I declare under penalty of perjury that the foregoing is true and correct. I understand that knowingly and willfully providing false information to the federal government is a violation of 18 USC § 1001 (False Statements) and could subject me to fines, imprisonment, or both.

Executed on this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

Name of Sponsor: City of Altus

Name of Sponsor's Designated Official Representative: David Fuqua

Title of Sponsor's Designated Official Representative: City Manager

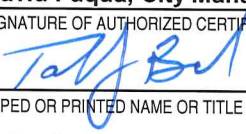
**Signature** of Sponsor's Designated Official Representative: \_\_\_\_\_

Attachment: Closeout Letter (1148 : Change Order for Airport Fence)



OUTLAY REPORT AND REQUEST FOR REIMBURSEMENT FOR CONSTRUCTION PROGRAMS  (See instructions on back)		OMB APPROVAL NO. 0348-0002		PAGE 1 OF 1 PAGES		9.b
		1. TYPE OF REQUEST <input type="checkbox"/> FINAL <input checked="" type="checkbox"/> PARTIAL		2. BASIS OF REQUEST <input checked="" type="checkbox"/> CASH <input type="checkbox"/> ACCRUAL		
3. FEDERAL SPONSORING AGENCY AND ORGANIZATIONAL ELEMENT TO WHICH THIS REPORT IS SUBMITTED  DOT/FAA ASW-630		4. FEDERAL GRANT OR OTHER IDENTIFYING NUMBER ASSIGNED BY FEDERAL AGENCY  3-40-0002-014-2015		5. PARTIAL PAYMENT REQUEST NO.  Three		
6. EMPLOYER IDENTIFICATION NUMBER  73-6005064	7. RECIPIENT'S ACCOUNT NUMBER OR IDENTIFYING NUMBER DUNS  077342830	8. PERIOD COVERED BY THIS REQUEST FROM (Month, day, year) 12/1/2015 TO (Month, day, year) 12/30/2015				
9. RECIPIENT ORGANIZATION  Name: City of Altus  No. and Street: 509 South Main  City State and ZIP Code: Altus, Oklahoma 73521		10. PAYEE (Where check is to be sent if different from item 9)  Name: (same)  No. and Street:  City State and ZIP Code:				
11. STATUS OF FUNDS						
CLASSIFICATION	PROGRAMS --	FUNCTIONS --		ACTIVITIES		TOTAL
	(a) Grant Application	(b) Previous Request		(c) This Request		
Grant (90%) \$259,405						
a. Administrative Expense Grant Administration	\$ 7,000.00	\$ 5,000.00		\$ -		\$ 5,000.00
b. Preliminary Expense Advertising	700.00					0.00
c. Land, structures, right-of-way						
d. Architectural engineering basic fees	21,800.00	18,440.00				18,440.00
e. Other engineering fees						
f. Project inspection fees	31,000.00	18,400.00				18,400.00
g. Land development						
h. Relocation expense						
i. Relocation payments to individuals and businesses						
j. Demolition and removal						
k. Construction and project improvement cost	227,728.50	110,072.83		107,463.00		217,535.83
l. Equipment						
m. Miscellaneous cost						
n. Total cumulative to date (Sum of lines a through m)	288,228.50	151,912.83		107,463.00		259,375.83
o. Deductions for program income						
p. Net cumulative to date ( Line n minus Line o)	288,228.50	151,912.83		107,463.00		259,375.83
q. Federal share to date	259,405	136,721		96,717		233,438
r. Rehabilitation grants (100% reimbursement)						
s. Total Federal share (Sum of Lines q and r)	259,405	136,721		96,717		233,438
t. Federal payments previously requested						136,721
u. Amount requested for reimbursement						\$ 96,717
v. Percent of project completed	%	%		%		89.99%
12. CERTIFICATION  I certify that to the best of my knowledge and belief the billed costs or disbursements are in accordance with the terms of the project and that the reimbursement represents the Federal share due which has not been previously requested and that an inspection has been performed and all work is in accordance with the terms of the grant.	a. RECIPIENT	SIGNATURE OF AUTHORIZED CERTIFYING OFFICIAL			DATE REPORT SUBMITTED	
		TYPED OR PRINTED NAME OR TITLE			12/28/2015	
	b. REPRESENTATIVE CERTIFYING TO LINE 11V	SIGNATURE OF AUTHORIZED CERTIFYING OFFICIAL			580-481-2202	
		TYPED OR PRINTED NAME OR TITLE			12/23/2015	
		Toby J. Baker, P.E., Airport Consultant			405-753-4641	

Attachment: Closeout Letter (1148 : Change Order for Airport Fence)

OUTLAY REPORT AND REQUEST FOR REIMBURSEMENT FOR CONSTRUCTION PROGRAMS  (See instructions on back)		OMB APPROVAL NO. 0348-0002		PAGE 1 OF 1 PAGES	
		1. TYPE OF REQUEST <input checked="" type="checkbox"/> FINAL <input type="checkbox"/> PARTIAL		2. BASIS OF REQUEST <input checked="" type="checkbox"/> CASH <input type="checkbox"/> ACCRUAL	
3. FEDERAL SPONSORING AGENCY AND ORGANIZATIONAL ELEMENT TO WHICH THIS REPORT IS SUBMITTED  DOT/FAA ASW-630		4. FEDERAL GRANT OR OTHER IDENTIFYING NUMBER ASSIGNED BY FEDERAL AGENCY  3-40-0002-014-2015		5. PARTIAL PAYMENT REQUEST NO.  Four - Final	
6. EMPLOYER IDENTIFICATION NUMBER  73-6005064	7. RECIPIENT'S ACCOUNT NUMBER OR IDENTIFYING NUMBER DUNS  077342830	8. PERIOD COVERED BY THIS REQUEST FROM (Month, day, year) 12/1/2015 TO (Month, day, year) 12/30/2015			
9. RECIPIENT ORGANIZATION  Name: City of Altus  No. and Street: 509 South Main  City State and ZIP Code: Altus, Oklahoma 73521		10. PAYEE (Where check is to be sent if different from item 9)  Name: (same)  No. and Street:  City State and ZIP Code:			
11. STATUS OF FUNDS					
CLASSIFICATION  Grant (90%) \$259,405	PROGRAMS -- (a) Grant Application	FUNCTIONS -- (b) Previous Request		ACTIVITIES (c) This Request	
				TOTAL	
a. Administrative Expense Grant Administration	\$ 7,000.00	\$ 5,000.00	\$ 2,000.00	\$ 7,000.00	
b. Preliminary Expense Advertising	700.00	-	294.71	294.71	
c. Land, structures, right-of-way					
d. Architectural engineering basic fees	21,800.00	18,440.00	3,360.00	21,800.00	
e. Other engineering fees					
f. Project inspection fees	31,000.00	18,400.00	12,600.00	31,000.00	
g. Land development					
h. Relocation expense					
i. Relocation payments to individuals and businesses					
j. Demolition and removal					
k. Construction and project improvement cost	227,728.50	217,535.83	2,492.30	220,028.13	
l. Equipment					
m. Miscellaneous cost					
n. Total cumulative to date (Sum of lines a through m)	288,228.50	259,375.83	20,747.01	280,122.84	
o. Deductions for program income					
p. Net cumulative to date ( Line n minus Line o)	288,228.50	259,375.83	20,747.01	280,122.84	
q. Federal share to date	259,405	136,721	18,672	233,437	
r. Rehabilitation grants (100% reimbursement)					
s. Total Federal share (Sum of Lines q and r)	259,405	233,438	18,672	252,110	
t. Federal payments previously requested				233,438	
u. Amount requested for reimbursement				\$ 18,672	
v. Percent of project completed	%	%	%	100.00%	
12. CERTIFICATION  I certify that to the best of my knowledge and belief the billed costs or disbursements are in accordance with the terms of the project and that the reimbursement represents the Federal share due which has not been previously requested and that an inspection has been performed and all work is in accordance with the terms of the grant.	a. RECIPIENT	SIGNATURE OF AUTHORIZED CERTIFYING OFFICIAL		DATE REPORT SUBMITTED	
		TYPED OR PRINTED NAME OR TITLE David Fuqua, City Manager		12/28/2015 580-481-2202	
	b. REPRESENTATIVE CERTIFYING TO LINE 11V	SIGNATURE OF AUTHORIZED CERTIFYING OFFICIAL 		12/23/2015	
		TYPED OR PRINTED NAME OR TITLE Toby J. Baker, P.E., Airport Consultant		405-753-4641	

Item No. \_\_\_\_\_

Date: January 5, 2016

## **AGENDA ITEM COMMENTARY**

**ITEM TITLE:** Consider, Discuss and Vote to Approve Resolution No. 2016-\_\_\_Encouraging Congress to Continue the Tax-Exempt Status of All Municipal Bonds, Authorize Execution and Forwarding to MESO for Distribution to Members of the Oklahoma Congressional Delegation.

**INITIATOR:** David Fuqua City Manager and MESO

**STAFF INFORMATION SOURCE:** City Attorney

**BACKGROUND:** The City Manager received an e-mail dated December 16, 2015, from Tom Rider, General Manager of Municipal Electric Systems of Oklahoma, Inc., (MESO). The purpose of the e-mail was to attach a Model Resolution and request that the City of Altus, at its next meeting, discuss and adopt such a resolution. The cities and towns of Blackwell, Cushing, Marlow, Mangum, Perry, Waurika, Pawhuska, Kaw City, El Reno, Mooreland, Tecumseh, Geary, Ponca City and Weatherford have all adopted and sent to MESO its adopted resolutions. The reason for adopting such a resolution and sending it to the Oklahoma Congressional Delegation is this: In looking for additional money, Congress and the Administration are looking to remove the tax-exempt status from municipal and state bonds. With the removal of tax-exempt status of these bonds, cities are likely to get much higher interest rates as cities would be competing for bond money against much larger entities, entities that have stronger credit ratings. Cities and states use tax-exempt bonds to build critical infrastructure.

Staff recommends passage of this agenda item.

**FUNDING:** n/a

**EXHIBITS:** 1) Resolution No. 2016-\_\_\_; and 2) MESO e-mail December 16, 2015.

**COUNCIL ACTION:** Vote to Approve Resolution No. 2016-\_\_\_Encouraging Congress to Continue the Tax-Exempt Status of All Municipal Bonds, Authorize Execution and Forwarding to MESO for Distribution to Members of the Oklahoma Congressional Delegation.

**STAFF RECOMMENDATION:** Stated Council Action



**RESOLUTION NO. 2016- \_\_\_\_\_**

**WHEREAS**, a fundamental principle of tax-exempt financing is the ability of local governments to determine the services needed in their respective communities and to raise capital to provide the required infrastructure free from federal tax on the bonds used; and

**WHEREAS**, the exclusion of interest on state and local obligations from federal gross income could be detrimental as it can be an important financing tool in a time where building and rebuilding infrastructure is required to meet Federal mandates, whereby providing community growth which is critical to our nation's state and local economies; and

**WHEREAS**, The Altus Municipal Authority, a public trust, with the City of Altus, OK as its beneficiary, has used tax-exempt bond money to build/remodel/upgrade electrical, water, water plant, drainage, infrastructure critical to the future life of our community; and

**WHEREAS**, the City of Altus, County of Jackson, State of Oklahoma opposes efforts by Congress and the Administration to eliminate or limit the use of tax-exempt bonds by state and local governments or to change the ability of investors to claim the exemption; and

**THEREFORE BE IT RESOLVED** that this resolution, presented to and approved by the Mayor and Council of the city of Altus, Oklahoma, expresses our support of the preservation of tax exempt financing and shall be submitted to the Municipal Electric Systems of Oklahoma. In support of our efforts and on our behalf to promote the continuing tax-exempt status of state and local bonds, MESO will forward this resolution to our Congressional Representatives and the Administration.

**CONSIDERED AND APPROVED** by the Mayor and City Council on the 5<sup>th</sup> day of January, 2016.

---

JACK SMILEY, MAYOR

Attachment: MESO Tax Exempt Resolution 2016 (1143 : MESO Resolution Tax Exempt Bonds)

(SEAL)

ATTEST:

\_\_\_\_\_  
DEBBIE DAVIS, City Clerk

APPROVED AS TO FORM AND LEGALITY this \_\_\_\_\_ day of January, 2016.

\_\_\_\_\_  
CATHERINE J. COKE, CITY ATTORNEY,  
OBA NO. 1768

K:resolute/MESO Tax exempt Resolution 2016

Attachment: MESO Tax Exempt Resolution 2016 (1143 : MESO Resolution Tax Exempt Bonds)

## Catherine Coke

---

**From:** David Fuqua  
**Sent:** Wednesday, December 16, 2015 10:08 AM  
**To:** Catherine Coke  
**Subject:** Fwd: Tax exemption of municipal bonds is very important to cities and towns, please act on this as soon as possible  
**Attachments:** Model RESOLUTION. 9 Nov 15.doc; ATT00001.htm

Catherine, let's discuss this and get it on the next council agenda. Thanks

Sent from my iPhone

Begin forwarded message:

**From:** Deborah Miner <[deborah@meso.org](mailto:deborah@meso.org)>  
**Date:** December 16, 2015 at 10:05:29 AM CST  
**To:** undisclosed-recipients;  
**Subject:** **Tax exemption of municipal bonds is very important to cities and towns, please act on this as soon as possible**

*Thank you* to the cities and towns of Blackwell, Cushing, Marlow, Mangum, Perry, Waurika, Pawhuska, Kaw City, El Reno, Mooreland, Tecumseh, Geary, Ponca City and Weatherford who have all adopted and sent us their resolutions. We're confident that many more cities are in the adoption process as this is a very important issue for all cities and towns.

As Congress and the Administration continue to look for additional money, one of the areas being looked at is the tax-exempt status from municipal and state bonds. The very bonds used by cities and towns to build critical infrastructure! With the removal of the tax-exempt status of these bonds, cities and towns would have to compete for bond money against much larger entities. Entities that have stronger credit ratings and are more likely to get better interest rates.

Attached is a model resolution for consideration by your governing body. Please put this item on your next agenda for discussion and adoption. ***If your city, town or trust has used bonds in the last ten years, please add that to the resolution.*** Below is some language to consider using.

WHEREAS, the [city/town/trust] has used tax-exempt bond money to build/remodel/upgrade \_\_\_\_\_, infrastructure critical to the future life of our community.

Please forward the approved resolution, affixed with seal, to me by January 15, 2016. Your resolution, along with others from members across the state, will be presented to Members of the Oklahoma Congressional Delegation in early March.

Attachment: Microsoft Outlook - Memo Style (1143 : MESO Resolution Tax Exempt Bonds)

Thank you for your efforts to continue the tax-exempt status of all municipal bonds.

Respectfully,

Tom Rider, General Manager

Municipal Electric Systems of Oklahoma. Inc.

308 NE 27th Street

Oklahoma City, OK 73105-2717

Fax 405-524-5095

[tom@meso.org](mailto:tom@meso.org)



Item No. \_\_\_\_\_

Date: January 5, 2016

## **AGENDA ITEM COMMENTARY**

**ITEM TITLE:** Discuss in Executive Session the Appraisal of Real Property, the Value of Leased Groundwater, Paragraphs 3.2, 5.1 of the 2015 Round Timber Groundwater Lease Agreement Between Leonard Keith Spears and Sherry K. Spears and the City and Paragraphs 2.1 - 2.3 of Exhibit B to Said Groundwater Lease, and in Open Session, Vote to Take Any Appropriate Action, as Specifically Authorized by Section 307 (B)(3) Title 25 O.S.A.

**INITIATOR:** Dwayne Martin

**STAFF INFORMATION SOURCE:** Dwayne Martin

**STAFF RECOMMENDATION:** Stated Council Action

Item No. \_\_\_\_\_

Date: January 5, 2016

## **AGENDA ITEM COMMENTARY**

**ITEM TITLE:** Consider Any Motions and Votes Relating to the Executive Session Item(S).

**INITIATOR:**

**STAFF INFORMATION SOURCE:**

**STAFF RECOMMENDATION:** Stated Council Action